



Iowa
**Vocational
Rehabilitation**
Services

Finding solutions. Generating success.

510 E. 12th Street
Des Moines, IA 50319
515.242.4211

IOWA SELF-EMPLOYMENT PROGRAM

VENDORS – PLEASE NOTE THE FOLLOWING:

- 1. Prior State approval and authorization revision is required if costs will exceed this stated authorized amount.**
- 2. All clients/vendors must provide original, detailed invoices/receipts prior to payment or reimbursement.**
 - a. Services should include each date provided, service description, number of hours and cost per hour.**
 - b. Products should include the date provided, name of each item, quantity and cost.**
- 3. The State of Iowa does not provide pre-payment for goods or services.**

THANK YOU.